

COMMITTEE ON COMMUNITY IMPROVEMENT

February 11, 2003

6:30 PM

Chairman O'Neil called the meeting to order.

The Clerk called the roll.

Present: Aldermen O'Neil, Shea, Smith, Lopez

Absent: Alderman Wihby

Messrs: K. Sheppard, B. McCarthy, C. Carlson, S. Maranto, R. MacKenzie,
W. Jabjiniak

Chairman O'Neil addressed Item 3 of the agenda:

Presentation by staff of the Highway Department relative to the U.S.E.P.A.
National Pollution Discharge Elimination System – Phase II Program.

Mr. Sheppard stated I will give a quick little blurb on what this program entails but I would like to also introduce you to Brent McCarthy from Camp Drescher McGee and Cynthia Carlson from Camp Drescher McGee. They will be making the formal presentation. The Phase II Stormwater Program is an EPA regulation where municipalities such as Manchester now have to start filing for an MPDES permit for our storm drainage. In the past we have had to do it for sewer systems and CSO's and now they are looking for us to do it for separate storm systems. As part of that, what we have to do is submit what is called a Notice of Intent to the EPA by March 10, 2003. We have been working with Campe Dresche McGee to prepare this Notice of Intent and what that entails is six minimum controls and Brent McCarthy and Cynthia Carlson can get into further detail on that. What we have tried to do is minimize the cost to the City of Manchester in implementing this regulation. The City actually does quite a few things that fall into place as part of this program so we are ahead of the curve, which is a nice thing to see. What I will do is hand it over to Brent McCarthy and have him go through the program and at the end of it I believe they have a slide discussing some of the costs that may be related to this program.

Mr. Brent McCarthy stated what we are going to do here tonight is just give you some information on this new program and how it fits into some of the other programs and then get into the details of what we are recommending on how the City should comply with the regulations. Just to explain how Manchester will get into this program, the

presentation tonight will give you information on the EPA's so-called Phase II Stormwater Permitting Program. It will show how to comply with the Phase II program generally speaking and then will go into specifics on what we are proposing for Manchester in order for the City to comply with it and finally a brief summary on how much the program itself will cost. Please do interrupt if you have any questions as we go along. Just in the way of background from the EPA's perspective on why this program is going forward and is necessary, the EPA started a permitting program with its landmark legislation, the Clean Water Act of 1972. Most of the environmental legislation concerning waterways, the Merrimack River and other waterways, deals with this Clean Water Act. You can look at it as basically three different programs. The first program was to set-up a permitting process for untreated sanitary waste, which is the permit that the existing Manchester Wastewater Treatment Plant has. That resulted in significant improvement to the receiving waters surrounding Manchester and throughout the nation but it didn't quite reach the goals or the objectives of the EPA in getting the waters especially clean. The second facet of that program was permitting of combined sewer overflow systems throughout the nation, including the Manchester combined sewer overflow system. Manchester has two wastewater collection systems. One is a combined sewer overflow system for which Manchester now has a program for CSO abatement. The combined sewer system is where rain water and sanitary sewage combine and most of it goes to the wastewater treatment plant but some of it overflows to the rivers and streams. There are portions of Manchester, however, that are not in the combined sewer system that are in the separated sewer system meaning that there are two pipes going down the street. One is from the catch basins and is collecting storm water and the other is from sanitary sewage that goes on to the Manchester Wastewater Treatment Plant. The emphasis of this program is EPA considers that they have sanitary sewers under control with the wastewater treatment plant and the EPA sees that it has made much progress on the combined sewer overflow problem and it looked and saw where it was and it saw two remaining sources of pollution. One, which doesn't impact Manchester or even New England much is agricultural run off but the other, stormwater, is a source of pollution that the EPA is now getting serious about addressing and that is why it created the Stormwater Management Program. Now why are they concerned? Why is the EPA and NH DES concerned with stormwater drainage systems? Some of the sources of pollution to the receiving waters surrounding Manchester are illegal sewer connections to storm drains. This can happen inadvertently or it can happen intentionally where the sewers from a house or a business or any building are connected to the wrong pipe. It is more common than you might think and is kind of a serious source of pollution that the EPA is very interested in correcting. Another typical pollution would be motor vehicles, gas, oil, and auto fluids. These fluids run off onto the streets and into the catch basins and find their way to the receiving waters. Sand and salt are other common pollutants. In a city like Manchester there is a lot of sanding and salting for winter deicing and there is also a lot of sand from construction sites. The EPA is interested in mitigating this source of pollution. Excess fertilizers...if you over

fertilize then the rain water run off picks up the excess fertilizers and delivers them to the receiving waters where they just cause excessive plant growth and nuisance vegetation growth. Another typical pollution source is pets and urban wildlife. Urban wildlife such as raccoons, ducks, geese, particularly geese - anything that can get into catch basins, run off into the storm drain unit to the receiving waters. Those are the types of pollutants that this program is trying to mitigate. Now the next slide goes into well what do you need to do? How do you comply with the Phase II program? First of all just as a point of clarification Phase I was for cities with over 100,000 people according to the 1990 census. It is already in place. Cities like Boston, Worcester and Stamford, CT already have permits for discharging stormwater from their systems. Phase II is for most of the other cities in New England and EPA is requiring compliance from these cities. How does this all work? The EPA will issue a general permit. In fact, it was supposed to be out and it is behind schedule. The general permit will be for all of these cities to be able to discharge stormwater from their systems and then to comply with the general permit Manchester needs to submit a Notice of Intent by March 10 of this year and that is what we have been working on preparing and we are presenting the contents of this Notice of Intent tonight. The Notice of Intent is relatively straightforward. It provides the names of the receiving waters surrounding Manchester and it includes the stormwater management plan. Again, what we did was to the degree possible we built on existing programs so that the cost of this program is held in check. The Stormwater Management Program also describes activities that will be implemented over the next five-year period of time. Now the specifics of the Stormwater Management Plan itself...as Kevin mentioned in order to comply you need to meet six minimum control measures and what the EPA is doing is saying here are your six minimum control measures and whatever you want to do to comply with these six minimum control measures is okay you just have to meet these six minimum control measures. They have to include measurable goals so the EPA can tell whether or not you accomplished these six minimum control measures and they have to be implemented over the course of the permit term. You don't have to have these all in place by March 10. You have a five-year permit term in order to comply with the Phase II Program. The six minimum control measures...this is an outline and I will turn I over to Cindy to go into what we are recommending the City do for these six minimum control measures but they are basically...you need to demonstrate how you are going to show public education and outreach. An example of how to do this would be a brochure or outline or something like that. You have to have public participation involvement as a minimum control measure. An example of that might be a river clean up or something of that nature. The third minimum control measure would be illicit discharge detection and elimination. That would get to the idea of some of these sewers from houses that are misconnected to the drain system and reconnecting them properly. The fourth minimum control measure is construction site run off control, which is usually erosion and sediment controls for construction sites to address the contaminants of sand running off and clogging brooks and streams and the like. Post construction run off control would be some measure to insure that if

a detention pond is built or any sort of facility like that is built that it, in fact, gets maintained because that has been a big problem with these types of facilities over the years. The sixth minimum control measure is pollution prevention and good housekeeping. These are some of the municipal operations that are already underway - things like street sweeping, catch basin cleaning and the like. I will now turn it over to Cindy who will just go over some of the recommendations we have for each of these six minimum control measures in the City.

Ms. Cynthia Carlson stated I am the brass tacks portion of our program and I will just sort of go through, like Kevin and Brent said specifically what the recommendations are for Manchester for this program. As Kevin mentioned, Manchester is in real good shape. A lot of the items on the management plan are things that the City is already doing and don't require any additional costs. The first item on the list is under control measure #1 assign an Environmental Coordinator, however, it doesn't necessarily just apply to this control measure. We put it there just because it is first. It applies to all of the control measures. The City has already been advertising for this position. This will be someone who will coordinate all of the additional work...a lot of the additional work in the program and is actually one of the largest costs in the program, the salary for this person. A lot of the items under here don't have additional costs because they are already going to be coordinated by this person. The second item is Add Stormwater Information to the City Website. The City already has a website. Adding some stormwater information to let the public know that they shouldn't over fertilize their lawns and they should pick up after their dogs and that sort of thing would be done by the Environmental Coordinator. Conduct Outreach and Coordinate with Local Watershed Organizations. That is just to make sure that we aren't all doing the same thing. There are a lot of local watershed organizations in Manchester and this is just to kind of coordinate all of the activities done by the different groups. Distribute Brochures at DPW and Libraries. Again this is to inform the public. That is the whole point of control measure #1. Develop, Install and Maintain Signage at the Ponds is something you are already doing. You can see the picture over there on the right is Mayor Baines installing one of those new signs at Dorrs Pond Watershed. They are all over town. You might have seen them. So maintaining that signage would be the only additional cost to the program. Distributing a Brochure with Dog Licenses and Increasing Signage about Pet Waste Disposal around town is something that will have an initial cost. Pet waste disposal can be a large contributor of pollution to the surface water bodies. Control measure #2 Public Participation. Like Brent said that is just getting the public out and involved in cleaning up the stormwater. The only item that is actually required under the EPA Program is to comply with State public notification guidelines and that is something that you are already doing through the Planning Department, ZBA and Board of Aldermen. However, to meet the intent of the program, the EPA suggests strongly that you do additional things. The City is already doing a lot of these additional things. For instance, item 2, Hold Annual Household Hazardous Waste Day, the City actually has two Household Hazardous Waste Day

Collectors at the transfer station. We decided to put in the permit only one just in case if in the future you need to cut back on that you won't be in violation of your permit. Item 3 is Continue Regular Used Oil, Batteries and Tire Collection is something you are already doing. Item 4 is Continue Urban Forestation through "Green Streets" Program. This is a program that is run out of the Parks & Recreation Department. If a resident wants a tree put in front of their house, there is a cost sharing with the resident and with Parks & Recreation. That is funded through a Community Development Block Grant. It is an existing program and has no additional costs. Publicize and Maintain Stormwater and Combined Sewer Hotline, there is currently a Combined Sewer Hotline. It is not publicized and it doesn't necessarily have stormwater information. The residents don't know that they can call if they have a stormwater issue. That will be a small additional cost. We have been talking about ways to easily and cheaply publicize that. One idea would be to print it on the sewer bill for instance. Control measure #3 is Illicit Connection Detection and Elimination. This control measure in a lot of towns across New England is going to be the most expensive control measure to comply with, however, Manchester is in really good shape and that is not necessarily the case for Manchester. The first item, Develop and Present Draft Storm Sewer Ordinance is something that Manchester will have to do and it is a new item. That is something that the Stormwater Coordinator can do. That is just to make sure that there is a City ordinance that says you are not allowed to connect your sewer to the storm drain. It may surprise you but a lot of cities don't have that sort of ordinance. It is against Federal law. It is against the Clean Water Act but it is very difficult to tell a homeowner you are in violation of a Federal law. It sometimes requires a legal battle. It would be easier to have a City ordinance and that is something that the EPA is asking you to do. There will be sample ordinances that the Stormwater Coordinator can use to develop that. The other thing with any of the ordinances, there are a few more ordinances later, what we are putting in the permit is develop and present because this is a permit that is going to be held by the Highway Department and they don't have the authority to pass ordinances. That is up to the Board of Mayor and Aldermen. They will draft the ordinance. They will present it to the Board of Mayor and Aldermen and if it doesn't pass they will take the considerations and any comments back from the Board of Mayor and Aldermen and present it again. EPA requires a good faith effort to pass this sort of ordinance but they know that they can't mandate that the City passes it. The second item, Continue Dry Weather Screening of Outfalls. Manchester already has done a lot of dry weather screening of outfalls. That is just going to a stormwater drain and making sure that the only thing coming out of it is stormwater or stream flow. It is a quick and easy way to check for illicit connections. Item 3 is Develop and Implement a System for Detection and Elimination of Illicit Discharges. Because as Brent mentioned the City is a CSO, the City already has a lot of the systems in place or how to find those. They just need to expand some of those programs out into the stormwater system. The last item is Map Outfalls and Receiving Waters. The City is in really good shape. They have good mapping. Control measure #4 is Construction Site Runoff Control. Again, the

first item is a Draft Ordinance requiring and this is pretty much the EPA's verbatim requirement, Erosion and Sediment Control Plan, Construction Material Management Plan and a Plan Review for Sites Disturbing More than 1 Acre. Currently these plans and plan reviews are required for projects with wetland impact. The Conservation Commission reviews their Sediment Control Plan; however, this program is requiring this not only for sites that are wetland impacted but for any site greater than one acre so that is going to be a change for the City. Item 2 is Receive and Consider Public Comment. That is something the City already does. Again, the Stormwater Coordinator will have to review the procedures that the City goes through and make sure that they stand up to what the EPA is looking for for that. Third is Check Erosion Control Measures and Construction Material Management On Site Inspection. The City has site inspectors that go out to construction sites. Just while they are out there they will have to add an extra thing to their checklist to make sure they take a look at it. Control measure #5 is looking at Post-construction Stormwater Management in New Development and Redevelopment. Now that you have it built here is a new development and making sure that the new development has good stormwater management. The first item is to draft an ordinance to require runoff controls for new development and redevelopment. Again, for projects disturbing more than one acre. It is just making sure they have a good stormwater management plan and runoff controls. Number 10 is to Recommend a Manual of Best Management Practices for Use by Planners and Developers. What this really does is make life easier for the City. The City doesn't have to have on file what does a good silt fence look like, what does a good detention pond look like. They will just recommend...for instance the NH Manual and then whenever a developer comes in they can say we want you to use the NH State Manual for instance for silt fences and the City won't have to keep updating their manuals. The State does that. That takes it off of the City's plate. Control measure #6 – Pollution Prevention/Good Housekeeping, the last control measure, a lot of these things are currently done by the City. The first item is not, however. It is Install a Silt Fence Around the Transfer Station where we dump all of the snow. They will just put a silt fence around that and make sure that anything that was in the snow doesn't get into the wetlands behind. Item two is Catchbasin Cleaning Program and cleaning priority catchbasins annually is something the City already does. Sweeping the streets three times a year the City already does. Follow Standard Operating Procedures for Residual Disposal. Residuals are just what you get when you clean catchbasins or when you sweep streets. You end up with residuals and just following those standard operating procedures for disposing of them the City already does that. Minimize Salt Usage on the Street and Keep Salt Pile Covered the City already does that. They have a salt shed over at the DPW yard. This next one, Develop/Implement Programs to Clean Pond Inlets and Trash Racks is something the City does not do currently. That would just be going out to any of the inlets to the pond and trash rack looks like a grate across an inlet and it just traps any trash so it doesn't go in there. The City does not currently have a program to clean those regularly. They need to develop a program and go ahead and implement it. Develop and Implement Employee

Education Program. The City does currently have an employee education program. That will be reviewed to make sure that it has stormwater education. Lastly is Design/Construct Pond Specific Pollution Prevent Projects. That is something that the City is already doing and it is funded through the SCEP Program, which is part of the CSO Program. The total cost or first of all much of what is required is already standard practice in Manchester. We already talked about that. The additional cost on top of existing programs is approximately \$80,000 per year and that includes as I said the salary for that Environmental Coordinator who will be doing a lot of this work. That ends our presentation. Are there any questions?

Alderman Shea stated I am not sure if I should address this to Kevin initially or the other two people but initially the cost of the Combined Sewer Overflow was as we both know in the millions and millions of dollars and then we made an agreement with Hackett Hill. At one time there was a discussion about having holding tanks of some sort at least in the East Side to catch the stormwater. Is that still in existence? Is that something that I missed here in the presentation? For the 3% that is now leaving the storm drains.

Mr. Sheppard replied those holding tanks are actually part of the CSO Program. The pipes that would be feeding into those holding tanks are combined sewers. The program we are talking about here actually separates the sewers into straight rain water, strain drainage going into the rivers and that is the intent of this regulation to enforce stormwater going into the rivers and making sure we have a list of connections or pollution into the stormwater. We are still looking at the East Side of the river and looking at those tanks as part of the Phase II of the CSO consent agreement with the EPA.

Alderman Shea asked so that is a separate type of operation and the cost is not in any way, shape or form connected to it. Is that what you are saying?

Mr. Sheppard answered it is interesting. Brent, I think, alluded to we had the sewer interceptor work many years ago and then the EPA came along with the CSO program and now we are into this stormwater program. This is almost like a phased approach to cleaning up water bodies.

Alderman Shea asked so this is more of a preventive type of land related...

Mr. Sheppard interjected right it is more of a preventive...that is a good word for it. We are trying to prevent and educate people and let them know what they can do to reduce pollution in water bodies.

Alderman Shea stated my last question is is the Federal government involved in this or is it strictly a municipal kind of expenditure.

Mr. Sheppard replied there are no Federal monies right now. It is a Federal regulation but the monies involved with this are City monies. Cynthia had mentioned that as part of the CSO Program there were supplemental environmental projects. Money has been set aside as part of that to help implement this program. The Environmental Coordinator she mentioned we actually had approval from the Board of Mayor and Aldermen to hire a Stormwater Coordinator. We are going to be going back to the Human Resources Committee asking that the name of that position be changed to an Environmental Coordinator because we see this person working with the CSO Program, Stormwater Program and other programs. That is actually being paid through our Enterprise Fund, the Environmental Protection Division so there is really very minimal additional cost to the City to implement this program.

Alderman Smith asked, Kevin, in regards to the stormwater we do excessive salting as you know in the City. How does that affect the catchbasin and what we are talking about now?

Mr. Sheppard answered as part of this...we are not guaranteeing anything. I think what it is just saying is that we will take a look at our salting operations and make sure that our salters are calibrated on a yearly basis before the winter storms begin and take a look at the usage of salt. I don't think it is going to affect the way that we maintain our roads during the winter. Perhaps sometime in the future we will take a look at areas along Lake Massabesic or something like that to try to minimize the use of salt. Right now the intent is to take a look and make sure that things are calibrated and you aren't throwing more than you need to down the street.

Alderman Smith asked on the silt fence around the snow dump areas, how many areas do we have in the City right now that are being utilized.

Mr. Sheppard answered up until last year we only had one area and that was across from the Post Office on Goffs Falls Road. This year because we have had so much snow we have actually had...well we have three. The one that I just mentioned. We have one over at the landfill closure site. The other one was down by the Rubenstein property down by the Merrimack River. Not all of these do have the silt fence but it is typical that we would do that anyway.

Alderman Lopez stated when we talk about enforcement and we talk about one acre versus less than one acre, how did we come up with these guidelines and when we talk about drafting an ordinance and bringing it back to the Planning Department and all of that, how is this going to operate if this is strictly EPA Enterprise funds.

Mr. Sheppard replied I am not sure I follow.

Alderman Lopez stated when you talk about enforcement and you are talking about an environment individual coming in are you talking about enforcement and making an ordinance...to give you an example at the Airport we just had to go to the State. Are we going to have our own mechanism within the City without going to the State?

Mr. Sheppard replied we are looking at two phases. Typically the State will review anything over 100,000 square feet so there is going to be a gap in there from one acre, which is 43,560 square feet up to that 100,000. There is going to be a gap in there. I spoke to Bob MacKenzie and what we may try to do is look at amending some of the planning regulations here in the City requiring anyone that will be doing any disturbance to sites within that gap area perhaps having to go before the Planning Board for a site plan review and at that time have public comment and comment from the Highway Department. Once it does get approval as Brent or Cynthia mentioned we do have site inspectors that would be the enforcement part of that. We would just add as they said a checklist making sure that a silt fence is up and the hay bales are up, etc. As far as the enforcement, as part of the enforcement we may be taking a look at fines. There are plenty of other similar ordinances already in place throughout the country so we plan on taking a look at other ordinances and probably modeling ours on what we see.

Alderman Lopez asked do we sweep all of the streets in Manchester three times a year.

Mr. Sheppard answered yes we do.

Alderman Lopez asked why wouldn't the \$80,000 come out of the Enterprise fund instead of from the City.

Mr. Sheppard answered it does.

Alderman Lopez stated you need to clarify that. She said the City would spend \$80,000.

Mr. Sheppard replied when she said City she meant...the Enterprise fund is part of the City and I think that is what she meant. Most of these costs are through our Environmental Protection Division. That is why we are looking to go to Human Resources and change the name of that position from a Stormwater Coordinator to an Environmental Projects Coordinator. We see that person doing more than stormwater. That way we see the funding coming basically through our Environmental Protection Division with some funding through the supplemental environmental project funds, which is also through our Environmental Division. Like I said, I see minimal costs to the City as part of this. By hiring a coordinator, we anticipate him taking on those responsibilities.

Alderman Lopez stated the taxpayers pay a lot of money for this EPA stuff.

Alderman Shea stated just to follow-up on Alderman Lopez's concern about the one acre, if and when an amendment is drafted would there be something included for impact fees in this regard in terms of the expenditure that we are involved with here in terms of paying for the Coordinator or the extra cost of doing this kind of regulation as it were.

Mr. Sheppard replied that is something we could discuss with them.

Alderman Shea responded I spoke to you but I am actually speaking to the City Planner as it were to sort of think about that when we do or we would have an ordinance drafted in that regard. That is something that obviously would be helpful for the taxpayers.

Chairman O'Neil stated I am trying to think back to this position but I am drawing a blank. One of the things that appears to be important with it is coordinating other agencies and other City departments. Is that part of the job description?

Mr. Sheppard replied yes. The employee education, I believe, was part of measure #5 or #6. This person is going to actually be working and educating employees of other departments I think a minimum of four hours a year. People that work, for example, in the Parks & Recreation garage and the Highway garage, discussing the need to recycle oil versus pouring it down the drain or washing vehicles away from catchbasins. I think the education of employees...we see this person working throughout the departments to try to implement this whole program.

Chairman O'Neil stated I guess I am asking more about the need to make sure that...taking it that Highway is responsible for this because that is who is signing it or is the Mayor signing it.

Mr. Sheppard replied we have requested that Frank Thomas be allowed to execute it.

Chairman O'Neil stated there is a lot of other planning obviously and you have already had some communication with them, you know the science requirements of some of our ponds and other stuff is Parks & Recreation or could be Traffic. There was a mention by Cynthia on site inspections and I thought she was referencing the Building Department.

Mr. Sheppard replied that is actually the Highway Department. It would be site work that is done as part of subdivisions. Approximately a year ago we actually sat down with quite a few departments like the Fire Department, Parks Department and others informing them of this new regulation that was coming down from the U.S. EPA so

the intent is to work as a group on this. Like you say we will need sign on or the assistance of say the Traffic Department in putting up signs. I am not too sure that I see that as a problem. We have worked well together in the past.

Chairman O'Neil stated I just want to make sure I am clear on this. The \$80,000...the entire \$80,000 is coming out of Enterprise or there may be some operating money for that?

Mr. Sheppard replied I believe that the \$80,000 and Cindy can probably address this a little bit more but I believe a majority of that is the salary of that coordinator.

Chairman O'Neil asked salary and benefits.

Mr. Sheppard answered yes. I believe she also estimated increased costs for cleaning of the racks that she mentioned at pond inlets and outlets. I see that more as not an added cost to the City. That is something that we would just have to add on to our drainage maintenance crews. We would have to develop a program that we would have to implement. We wouldn't be looking at adding personnel. It would just be added work to those crews to make sure we follow a schedule in cleaning those racks. Maybe Cynthia could give you a quick breakdown of those costs.

Mr. McCarthy stated I think I can. Most of the costs for the Environmental Coordinator who will be assigned...most of the things being done for each of these minimum control measures will ultimately be in the Environmental Coordinator's lap and that is mostly salaries and benefits for that person. He will need some help when he goes out and does the dryweather field screening of outfalls. Just for safety purposes you want to have two people doing that out in the field. We didn't try to allocate within the City if that would be out of the Enterprise fund or out of the general budget. The dryweather field screening we figured would be about \$7,500 over five years. That would probably come out of the...which budget would that be?

Mr. Sheppard replied we would use existing personnel to do something like that and work with the Environmental Coordinator whether it is one of our staff engineers or one of our inspectors so it wouldn't be a new cost to the City. Like I mentioned with those trash racks it is something that we would have to absorb with our existing personnel.

Chairman O'Neil asked is it safe to say that the position with benefits is probably going to be around \$50,000. Tom Seigle is shaking his head yes.

Alderman Shea stated obviously there is a Home Security Act that is in place here that the Health Department has certain funding for and when you mentioned environmental factors there is always the fact of different types of problems involved with water

supplies, pollution and so forth so I didn't know if that would be some sort of a tap in for the coordinator. My second point is who is going to assess the coordinator's efforts? In other words how do we as a community know that the person or that individual doing that work is following whatever guidelines have to be followed in order for us to be in compliance with any type of State and Federal laws or rules?

Mr. Sheppard replied the Environmental Coordinator will be working directly for Tom Seigle but also working closely at the Highway Department. Beyond that, there is I believe yearly reporting back to the U.S. EPA as far as measurable goals to make sure we are accomplishing what we said we would do.

Alderman Shea stated so they would have to really follow the same guidelines that Tom does now.

Mr. Sheppard replied yes.

Alderman Lopez stated just to make it clear in my mind, I think Alderman O'Neil brought up the question but just being an Enterprise system and giving you this position I want to make sure in my own mind that we are not going to go through this garbage of chargeback to the City if he goes to Parks & Recreation and stuff like that. This is all part of his job as the EPA Coordinator for the City.

Mr. Sheppard responded right. We never anticipated charging back the City or charging other departments for his job. We were looking at this only being part of his position and it probably wouldn't be worth the efforts of charging back any of his time.

Alderman Smith stated I would like to ask Tom Seigle, even though it is not stormwater related how much of the City is connected with the CSO project. What is the percentage right now?

Mr. Seigle replied about 75%. That is just a guess.

Alderman Smith stated it will tie in with the stormwater and so forth.

Mr. Seigle replied right and we are separating as you are well aware mostly the West Side. We are still in the planning stages for the East Side, which is the majority so this will all blend together very well.

Chairman O'Neil stated if there aren't any further questions, the department is asking us to approve their request this evening to allow the Public Works Director to execute the Notice of Intent on behalf of the City. Am I correct, Kevin?

Alderman Lopez moved to authorize the Public Works Director to execute the Notice of Intent to conform with the U.S.E.P.A. National Pollution Discharge Elimination System – Phase II Program on behalf of the City. Alderman Smith duly seconded the motion.

Chairman O’Neil stated Kevin you and I were at a meeting last week about stuffers in billings and that. Any additional costs, if there are any, will be absorbed by for instance you mentioned the dog licenses and I think there are like 10,000 pieces that go out.

Mr. Sheppard replied as part of the budget for this program there is money for putting together information like that.

Chairman O’Neil stated I think we were told last week if you only did one or two extras there was no cost or something like that.

Chairman O’Neil called for a vote on the motion. There being none opposed, the motion carried.

Chairman O’Neil addressed Item 4 of the agenda:

Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$895,725 (Federal) for the 2003 CIP 215903, Lead Hazard Control Program.

Alderman Shea moved the item for discussion. Alderman Lopez duly seconded the motion.

Alderman Shea stated I would like to know if I may from Mr. MacKenzie or from Sam does this pertain...I know I read where it pertains obviously to low income housing but does it pertain to a specific or a particular area or does it pertain to specific housing. In other words, we have different types of low income housing in the City so that is why I want to clear this up in my mind. I have no objection to this. I just wanted to know.

Mr. Maranto replied the project is a Citywide project. The first units that will be done will be based upon identification by the State of units that have known lead base paint hazards.

Alderman Shea asked so it is going to be East, West, North and South.

Mr. Maranto answered yes the entire City.

Alderman Lopez stated just to follow that up I notice in here the Health Department, The Way Home, Southern NH Services...is any of this money going to be used for the housing in the building behind the Library that we let them take care of.

Chairman O'Neil asked are you talking about Bethel Court.

Alderman Lopez answered yes. I noticed you are designating this to three specific agencies.

Mr. Maranto stated if you are asking if that will be eligible, if there is lead paint identified in those units then it would be eligible to be remediated.

Alderman Lopez asked can you tell me Southern NH Services why do we continue to give them money in that area.

Mr. Maranto replied the way we are proposing to run this program...The Way Home is basically going to focus on one element which we call interim control measures and Southern NH Services would have expertise in terms of rehab. We are doing more elaborate total elimination of lead paint when they go in and take out windows and remove them, etc. There will be two tiers to the program. Two focuses. One would be more on a lower cost interim controls run by The Way Home. Again, Southern NH Services will go out and do the inspections for us and write up the specifications for the total higher level removal.

Alderman Lopez stated I don't want to take all night on this but I thought The Way Home had the capability of doing their own inspection because they did it for the Police Athletic League. Why would we pay Southern NH Services?

Mr. Maranto asked, Mary, would you like to come up and address that.

Mary Sliney stated I am the Executive Director of The Way Home and Project Manager for our Healthy Home Services activities. In the design of the plan because one of the objectives is to use folks from the community who have been trained in lead hazard control work, we have been training and certifying people for the inspections and the assessments. So the plan that we worked up was that units would have their initial assessment done by The Way Home and we would determine through the tiered effect the best approach for doing the work and then if the work was not done by The Way Home the final inspection would be done by The Way Home. We did build that in and part of it was to maximize the community resource using the community organization and it also keeps costs down.

Alderman Lopez asked where does Southern NH Services come in.

Ms. Sliney answered when we designed the grant application and submitted it to HUD what we were looking at doing is taking a combination of the best practices. Southern NH Services had been the sub-contractee when the State of NH had a lead paint hazard control grant so within their program they had an employee who was sending out for bid if the work needed to be done by an independent contractor and doing the compliance with the government regulation piece. We built that as a piece of the puzzle and worked on figuring out the best way to get the job done basically by combining The Way Home's best practices and Southern NH Services.

Alderman Shea asked if Southern NH Services didn't do that, who would do it.

Ms. Sliney answered The Way Home has been in the process of upgrading our skills and our training to do a high level of work.

Alderman Shea asked so eventually you will do your own. Is that correct?

Ms. Sliney answered yes.

Chairman O'Neil asked would it be possible to get some kind of summary of this plan.

Mr. Maranto stated if I may add to this we need to do contracts for The Way Home and initially when we put the application in we had thought about this. We are looking at the possibility rather than going out to contractors of hiring and developing in-house capability in the City – hiring residents and training them and having them go out and doing the lead paint remediation. We feel there will be a couple of benefits. One, the people will have skills and two, we will be able to do more units for the dollar. We still need to sit down with Southern NH Services. I believe that will be on Friday to discuss that aspect of it rather than having them go out and contract for us.

Chairman O'Neil asked who would oversee it.

Mr. Maranto answered the City. We would contract with The Way Home and they will be overseeing the total program but again Southern NH Services...it is still envisioned that they will be putting together the specifications for the remediation.

Chairman O'Neil asked if we could just get a copy of the...I don't know if we need the full grant application but a summary that explains who has what responsibility that would be great.

On motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 5 of the agenda:

Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$50,000 (Other) for the 2003 CIP 713603 Northwest Traffic Improvements Program.

On motion of Alderman Shea, duly seconded by Alderman Smith, it was voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 6 of the agenda:

2003 CIP Budget Authorization:
711503 TIP Improvement Project (Candia Road Construction)
Revision #1

Alderman Smith moved to approve the CIP budget authorization. Alderman Shea moved the item for discussion.

Alderman Shea stated I noticed that this project is asking for \$500,000 plus a little more. Is this going to be a second phase as it were or is this the first and final phase of this particular project?

Mr. MacKenzie replied this is not the final phase. The total project will be over \$6 million of which the State will pay 80% and the City will have to pay 20%. There is somewhat over \$1 million that the City will still have to kick in to make this happen.

Alderman Shea asked where are we getting the funding, from the CIP budget. Is that what we are talking about?

Mr. MacKenzie answered it will have to come out in the next two years through the CIP process.

Alderman Shea stated now this initially wasn't supposed to be that expensive. I thought it was around \$4 million at one time but because of the delays or overruns or...why is it going to be ultimately more?

Mr. MacKenzie responded the State was responsible for planning design and right-of-way acquisition so I can't really explain any cost overruns. I do remember that the project at one time was \$4 million.

Chairman O'Neil stated the Deputy Director might be able to add something to this.

Mr. Sheppard stated in discussions with the State costs have increased on this project partly because of timing but also land acquisition has turned out to be considerably more than originally anticipated.

Alderman Lopez stated on this comment here “will reimburse the State upon receipt of invoices expected in March” are you talking about the design and build.

Mr. MacKenzie replied the first phase of money was for design and land acquisition and again since it is a State project they require that the City fund them so that they have the full amount of money but again the Deputy Public Works Director probably can explain that a little more.

Alderman Lopez stated I thought this project was supposed to be completed this year. Am I wrong?

Mr. Sheppard replied I believe it is being advertised. I believe it is this coming fall with anticipation of construction next spring. I think there have been some delays based on funding from the Federal level on this project. The funding that was expected hasn't been there. Now the current schedule, I believe, is to start construction in the spring of 2004.

Alderman Lopez stated you mentioned, Mr. MacKenzie, that we have to come up with another \$1 million.

Mr. MacKenzie replied the information that we received from Frank Thomas indicated that our share would be 80% of something over \$6 million and we put in \$555,000 so far so our cost is going to be roughly \$1 million additional.

Chairman O'Neil stated you lost me on that one. If the total project is \$6 million and they are paying 80% how are we paying \$1 million?

Mr. MacKenzie replied the total cost is something...I don't know if Kevin has it, \$6.5 million. 20% of that is going to be about \$1.45 million that would be our City share.

Mr. Sheppard stated I believe the estimate may be a little bit more than that if you take a look at the numbers. 20% of the total price is approximately \$1.5 million. People have to realize we are looking at going from the Massabesic traffic circle all the way to Interstate 93 on Candia Road putting sidewalks in, widening the road, putting breakdown lanes or parking lanes on either side, curbing and total reconstruction. It is a huge project for the City.

Chairman O'Neil called for a vote on the motion to approve the CIP budget authorization. There being none opposed, the motion carried.

Chairman O'Neil addressed Item 7 of the agenda:

Communication from Chief Kane seeking authorization to accept FEMA grant money in the amount of \$79,275 for the purpose of purchasing a brush firefighting truck and requesting that \$33,975 (city match for remaining costs) be appropriated under a CIP project account as stipulated in the grant.

Mr. MacKenzie stated we have not found any funds. There was no money in the operating budget this year for MER Cash, which could be tapped. There was also a fairly small amount put into MER Bond, MER being Motorized Equipment Replacement. We have not found a location other than in the brief conversation with the Fire Chief potentially using City contingency to come up with the \$33,000 match.

Alderman Lopez asked does it have to be cash.

Mr. MacKenzie answered it is \$100,000 vehicle. It is preferable. The guidelines are typically below \$150,000 it should be cash. It can be a bond above that. It would be preferable if it was cash versus bond.

Chairman O'Neil stated now this is the second vehicle because we have already purchased one brush truck as part of the bond issue for the new Fire Station.

Mr. MacKenzie replied that is correct.

Alderman Lopez stated maybe we could table this until we get the final numbers from the Mayor to see what the CIP Cash is that...I mean \$33,000 for a \$100,000 vehicle is a pretty good deal. I would like to see us hold on until we have a...

Chairman O'Neil interjected why don't we have the Chief come to the next meeting. I would like to know where this is going to be used, etc.

Alderman Lopez replied the West Side.

Chairman O'Neil stated I don't remember paying \$100,000 for the other brush trucks so I don't know what we are buying. Why don't we have him come in at the next meeting?

On motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to table this item and invite Chief Kane to come to the next meeting to discuss it.

Chairman O'Neil addressed Item 8 of the agenda:

Petition for the discontinuance of a portion of Bell Street submitted by David Giovagnoli.

On motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to recommend that the petition for discontinuance be referred to a road hearing at a date and time to be set by the Office of the City Clerk.

Alderman Lopez asked do you know when the next road hearing will be.

Deputy Clerk Johnson answered we would have to schedule that probably after the snowstorm season. There have to be notices done under law so we would have to look at the dates.

Alderman Lopez asked can we proceed in that particular area because that is development land up there and the longer we wait it really hurts the people. If there is any way to schedule that as soon as possible, I would appreciate it.

Chairman O'Neil addressed Item 9 of the agenda:

Sewer abatement request of Pauline Lavigne (448 S. Porter Street).

On motion of Alderman Smith, duly seconded by Alderman Shea, it was voted to approve a sewer abatement at 448 S. Porter Street in the amount of \$239.74 as recommended by EPD.

TABLED ITEMS

10. Lowell Terrace Associates request for a mortgage/debt consolidation for property on Lowell and Chestnut Streets.

This item remained on the table.

12. Discussion of graffiti-related issues confronting the City.

This item remained on the table.

13. Removal of a 12" concrete drainage pipe located at 747 Mammoth Road.

This item remained on the table.

14. Communication from Robin Comstock, requesting the City's input on how best to utilize the new Chamber logo on road signs, city vehicles, maps, etc.

On motion of Alderman Lopez, duly seconded by Alderman Smith, it was voted to remove this item from the table.

On motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to receive and file this item.

Deputy Clerk Johnson stated I just want to note that some of those items may require CIP action later and we will bring it to the Committee if that is the case.

Chairman O'Neil asked Carol weren't we going to get rid of Item 10 at one point.

Deputy Clerk Johnson replied you were going to request Jay Taylor who is no longer with the City basically...

Chairman O'Neil interjected I thought they reached a conclusion on it.

Deputy Clerk Johnson replied my understanding was that they had nothing further to report. I believe when they went back to Lowell Terrace they were looking at other situations. We can follow-up.

Chairman O'Neil stated Bill Jabjiniak is here. Do you know anything about this?

Mr. Jabjiniak replied I do not.

Chairman O'Neil asked can we just find out so we can get rid of it. It has been hanging around forever. I think at one point we were going to have a special meeting and then I thought it got resolved. Mr. MacKenzie, how are you doing on Item 11?

Mr. MacKenzie stated I am not sure this has to stay on the agenda. It is related to standardized language of a Federal grant that the City Solicitor wanted to identify. Do you remember, Sam, if that was consistent with what we normally do?

Mr. Maranto replied I think the language is basically boilerplate. Tom Arnold was just identifying certain commitments that we had when we took those grants.

Chairman O'Neil asked are we okay to get rid of this then.

Mr. MacKenzie answered you can receive and file it.

11. Communication from Robert MacKenzie, Director of Planning, submitting

a list of special conditions and assurances the City must comply with in order for the Police Department to receive funding through several U. S. Office of Justice Grant Programs.

On motion of Alderman Shea, duly seconded by Alderman Smith, it was voted to remove Item 11 from the table.

On motion of Alderman Shea, duly seconded by Alderman Smith, it was voted to receive and file this item.

15. Disposition of ice skating rink previously located in the Hampshire Plaza Mall.

On motion of Alderman Smith, duly seconded by Alderman Shea, it was voted to remove this item from the table.

Alderman Smith stated I understand that the letter we have here from one of the developers states that they still want us to hold it in storage. I think Bill is here tonight to discuss it.

Mr. Jabjiniak stated I think the letter is self-explanatory in a lot of ways. He is not interested in paying for storage fees. If we would like him to incorporate it into the development down there he is certainly more than willing but he is not looking to spend money on it at this point. I think Ron indicated last time that we were spending about \$100/month on storage if I remember correctly so we are looking at \$1,200 a year. I think we are looking at about one year's timeframe to hang on to it if we are interested in keeping the ice skating rink.

Chairman O'Neil replied what I interpret and I don't know if you have had discussions with the developer but what I interpret from the letter is they are willing to use the word incorporate, they are willing to put it somewhere down in that development project and terms on maintenance and that would need to be agreed upon but...

Mr. Jabjiniak interjected that is correct. They are looking to incorporate it and my understanding and again I guess we need to get this out in writing but they are going to maintain it and operate it as well during the winter months.

Chairman O'Neil asked is that what they are indicating.

Mr. Jabjiniak answered I don't think it came out.

Chairman O'Neil stated well maybe we can flesh that out but the bottom line is if we get rid of it, it can't be incorporated. They can't put up a rink that we don't own if we

sell it. Either we take the chance for the next...well we will know in the next few months what is going to happen down there. I just hate to see us get rid of it and a year from now we are looking to do something with it.

Alderman Shea asked can anyone tell me how much it is worth. In other words if we were to sell it are we going to get...how much? How much is it worth? We are paying \$1,200/year. How much is it worth Sam?

Mr. Maranto replied when I spoke to the supplier he was going to give us credit for around \$39,000 for the equipment towards a new larger unit. We didn't get a number for just having someone buy it outright. We didn't get a number for that.

Alderman Shea stated a bird in the hand is worth two in the bush. If we can get some money for it, I don't really know if it makes much sense on speculation...I mean they are not obligated. We could keep it another year and pay another year's rental and that is \$2,400 and we have already paid how many years so far...

Mr. Maranto interjected we have owned it for five years.

Alderman Shea stated to me I would think the prudent thing is to put it on the market and ask someone if they would want to buy it so we could at least get some money. We just talked about not having \$33,000 for some matching funds that we could get a brush firefighting truck. If we could get a few bucks...I mean \$20,000 or \$25,000 that would make sense. At least that is my way of thinking. Others may disagree.

Mr. Jabjiniak stated I would just like to offer an opinion. Certainly an ice skating rink in your downtown is desirable. We have invested in it. You have the equipment. You have the rink. You just need a place to put it back to. Unfortunately it is not going to go back up the street. You have an opportunity that I think is going to be a fantastic fit for it. The question is do you want to wait and see if it materializes and that is the gamble with this.

Chairman O'Neil replied we are not going to wait a year. We are going to know within two, three or four months if this thing is going or not going. Correct?

Mr. Jabjiniak responded that is correct.

Chairman O'Neil stated I can't see us not paying another two or three months rent on this.

Alderman Shea asked we will know if what is going to go.

Chairman O'Neil answered the project.

Alderman Shea responded but this doesn't mean that this is part of the mix. It may be part of the mix and it may not. He didn't say that he was going to actually pay us for this. Maybe he expects a little gratuity on our part.

Chairman O'Neil asked why would he want to buy it. I think their intent...what we asked for was we have an asset and we need somebody to put it up and maintain it. I thought that was what we were asking them to do.

Mr. Jabjiniak stated that was my understanding as well.

Chairman O'Neil stated we would kind of be a partner. We would provide the equipment and they would put it up and maintain it. That would be what I thought the agreement was.

Mr. Jabjiniak replied that is correct.

Alderman Smith stated it comes down to two things. Either we store it or we sell it and I think we should make a decision now.

Alderman Lopez stated I think that the operation cost is going to be about \$25,000 a year. I think a clarification needs to be worked out with the respective people you have been talking to. It is a good idea to put it over there but does that mean that the City will pay the operation costs? I think that needs to be clarified. If they are not willing to pay the operation costs...I know there is a party in Nashua that wanted to buy it for \$10,000 and if we have been storing it all this time...you know it is not worth anything at this stage of the game. That is the problem. If they are willing to incorporate it, incorporating meaning here is the equipment and they set it up and take care of the operating costs without a cost to the City...otherwise we are going to have the same problem we had over at the Plaza. That was the whole issue. It was \$25,000 a year just to operate it.

Chairman O'Neil asked can somebody document what that \$25,000 was for.

Alderman Lopez answered yes. Intown and Sam could do that very easily with Parks & Recreation.

Chairman O'Neil stated I would like to see a breakdown. I think one of the intents of the group on the river taking it is they are going to have year round staff that they have to keep, maintenance staff and that. I am not sure we are paying additional salaries or anything like that on this thing.

Alderman Lopez stated the only point I am making is if the clarification can be made with the people that you are talking to, Bill, that if we hold on to this and give it to them and they incorporate it and incorporate it meaning that they are going to pay the operational cost of running it and are not going to ask the City to do it.

Chairman O'Neil asked can we define what operational costs are.

Mr. Jabjiniak stated can I make a recommendation. If you are so inclined to vote on it tonight then make it a conditional approval if that is what you are thinking of. We are willing to store it for a short period of time subject to the fact that the development team is going to be including it in the design and paying for the operation of the ice skating rink.

Chairman O'Neil replied I would like to define these operational costs before we ask them. Is it salaries? I don't know. I have never seen a breakdown of operational costs.

Alderman Lopez responded it is salaries and the Zamboni...

Chairman O'Neil interjected we own the Zamboni.

Mr. Maranto stated one of the major costs when Intown had it was the fact that they had to assemble it and take it down each year and then they had to store it. I think the assembly was \$8,000 to \$9,000 each year to put it together and store it. The other costs were having the person oversee it.

Alderman Shea stated like Alderman Lopez said it is about a \$10,000 gift. I don't think that we are in a position to give away \$10,000. I am not that generous a guy. I would rather see somebody else get the \$10,000 than give it to people who are developing an \$80 million project. I don't see any reason why we wouldn't want to sell it. If we can get \$10,000 for it, I say sell it. It doesn't seem as if we are going to do much with it. It is just lying there like a dead soldier so to speak. Excuse me for that but like a statue that is not breathing. I am just saying it doesn't make any sense to keep something that is not generating any kind of financial means back to the City. If we can get \$10,000 or \$15,000 we should sell it and use the money to do something positive so we can help the Fire Department or somebody else. I don't care how long we wait. We are not going to get a definitive answer and even if we were it is speculative. They may find that it doesn't fit into the plans that they are making, etc. and all they have to say to us in a year's time is sorry but we really don't need this.

Mr. Jabjiniak responded again the architect was very enthusiastic about it and the developer was very enthused about putting it there. We have invested in our

community by buying it how many years ago and here is a chance to now put it back to use instead of having it collect dust in storage.

Chairman O'Neil stated I think there was a need. People used it when it was downtown. You went by there and people were skating on the rink.

Alderman Lopez replied it was mostly people from out-of-town.

Alderman Shea stated I know my granddaughter went once and didn't go back. A lot of kids today who skate do it at the West Side Arena or JFK. You may get a few families with very young children.

Chairman O'Neil stated I always thought this thing should be set up where the stage is in Veteran's Park. I don't know why it is such a big deal to do it there. I think it is a perfect use where there is activity in the summer time at Veteran's Park. Why there couldn't be winter activity there I don't know but there seemed to be no will to get that done. If the intent is to sell it, sell it.

Alderman Shea moved to have the Planning Department solicit bids to sell the ice skating rink. Alderman Smith duly seconded the motion.

Chairman O'Neil called for a vote on the motion. The motion carried with Aldermen O'Neil being duly recorded in opposition.

Mr. Jabjiniak stated if you want specific answers from the developer, they are scheduled to come in next week. You can table it one more time and ask them directly if you are so inclined.

Alderman Lopez stated I think that Alderman O'Neil brings up a good point and I ask the other two Aldermen if they would table this one more time for the simple reason of letting us get the numbers so you can see what it is costing for having this. That is the reason it went out of business. We had to supplement money every year for that skating rink. I think that you may have a good point. If you can see the cost associated with it, maybe everybody will say get rid of it but who is going to buy it.

Alderman Shea stated if we were to table it tonight could the Planning Department ask if people are interested in purchasing it. That is an option. We don't have to sell it. We can ask for bids on it or does that entail an expense that you don't have money for?

Mr. MacKenzie stated we would have to put a legal notice in the paper and make it available for sale. That is a modest cost.

Alderman Shea asked when someone puts a bid in do you have to accept it or can you just...

Mr. MacKenzie interjected you can write in it that the City reserves the right to reject any and all bids.

Chairman O'Neil stated let's rescind the previous action.

Alderman Smith stated I would like to discuss this a little bit more. In regards to this item, I notice on 1/14 the staff was supposed to get back to us on soliciting bids. Apparently you didn't or you didn't have any information on the time.

Mr. Maranto replied you then directed Mr. Jabjiniak to work with the developers on that.

Alderman Smith asked in other words Bill was the City staff.

Mr. Maranto answered no. The Planning Department was prepared to go out and solicit bids but you came out and directed Mr. Jabjiniak to work with the developers relative to putting it down on the riverfront.

Alderman Smith asked so you didn't solicit any bids at all.

Mr. Maranto replied that is correct.

Deputy Clerk Johnson stated I just want to clarify that the staff had reported back but the Committee decided to take a different action.

Alderman Lopez stated if Alderman Smith and Alderman Shea would rescind their vote and table this I think we could get more information. One more month is not going to make a lot of difference and at the same time we can direct Bill to ask the developer if they are going to take care of the operational costs once it is set-up. If they say no then we will have the numbers that Sam will provide us so we can make a decision.

On motion of Alderman Shea, duly seconded by Alderman Smith, it was voted to rescind the previous action.

On motion of Alderman Lopez, duly seconded by Alderman Smith, it was voted to put this item back on the table pending information from Planning regarding the operating costs of the ice skating rink and the cost for a legal notice to solicit bids, and from Bill Jabjiniak regarding whether or not the developer is willing to incur the operating costs if we give them the ice skating rink.

Alderman Lopez asked regarding 747 Mammoth Road, Kevin are you going to address that in your budget.

Mr. Sheppard answered that project has been identified to have funds requested from CIP.

There being no further business, on motion of Alderman Shea, duly seconded by Alderman Smith, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee